

Ridge HOA Meeting Minutes

February 21, 2024

- I. **Call to order:** 6:30 pm – Board Members In attendance; Casey Hawk, Keith Franke, Rob Graf, Derek Marino, Bruce Kannenberg, Mike Hoefel, DJ del Rosario, and Mark Pierovich (Property Manager).
- II. **Approval of Minutes:** Board meeting minutes from the January Board Meeting were approved.
- III. **Homeowners Forum:** No homeowners, other than board members, were present.
- IV. **Treasurer's Report (Rob Graf)** *Detailed report provided to board members.*
 - a. Cash and Reserves review; Cash Balance is \$197.4k and includes cash held by Targa, two CD's and a Money Market account at HomeStreet Bank.
 - b. Operating and capital expenses:
 - i. December monthly expenses were under budget for the month by \$5,000 due to our landscape contractor failed to submit January's bill in time to make the January financials.
 - ii. The water bill was \$0 for the month with the water turned off for the winter.
 - iii. Delinquencies are at 17.7k at the end of January. Notices will continue to be sent.
 - iv. There are a few homeowners that have overpaid their HOA dues. The largest overpayment amount of \$2,960 was credited in January.
 - v. The Geotechnical study for the sports courts will need to be paid in March. Irrigation upgrades / repairs of 7k will require payment in March, and the city curbing project is planned for the second half of the year. Even still, there is adequate cash available to pay off the loan at HomeStreet Bank. The board agreed unanimously.
- V. **New Business:**
 - a. Mike Hoefel shared pictures of the Geo Technical core samples being taken in the Big Park on January 25th. The samples taken were 3-4 inch in diameter and 6-8 feet deep. Sections were bagged and labeled for lab evaluation. A report is forthcoming at the end of February to provide direction on the best location, or locations to avoid, for the next sports courts.
 - b. Several Architectural / Landscaping committee projects were updated at the meeting.
 - i. Derek and Rob headed up walking the Big Park multiple times with board members and contractors. Multiple bids were received for removal of over five dangerous trees. The best qualified bidder still needs to submit insurance and bonding information. If not provided, the next lowest qualified bidder will be awarded the work. Board members agreed on assessment.
 - ii. Irrigation upgrades and repairs will likely take place in March. Upon completion, our contractor will submit for a Lakehaven credit of the HOA's \$2,000 December water bill due to an isolation valve leaking by.
 - iii. Derek volunteered to plant some boxwood shrubs around the 3rd Avenue monument. He is awaiting warmer and dryer weather.

- iv. No further updates on the city curbing project.
 - v. Although the monuments were treated for moss last year, there is a buildup of mud on the bottom portions. The area surrounding the monuments should have mulch / bark dust added so the dirt does not splash on the monument. After which, the dirt can likely be brushed off. Mark to get a bid from EarthTech for adding mulch / bark dust around the monuments, and insuring that the sprinklers are not spraying directly on the monuments if possible. Additionally, Rob requested a separate price to remove the turf from the large trees at the Big Park to the drip line and add mulch in accordance with the arborist study recommendations.
 - vi. Rob notices that the benches at the Pocket Park are failing and may be a liability. He suggested replacing the two with one bench and also provide an opportunity for one family with personal ties to the park the opportunity to approve a memorial plaque. Rob will reach out to the homeowner to check for interest.
- c. Security and Safety Update: Casey requested the HOA's security company provide a risk assessment. The largest risk area is related to daytime suspicious activity. On-site response for reported daytime suspicious activity is not included in our contract. Adding that coverage in our contract will cost \$250/month. The board unanimously agreed to add the service to our contract.
- d. Community Outreach update:
- i. Casey and DJ had two responses regarding interest in committee involvement. One requested Architectural / Landscaping committee and one for Safety & Security. Casey and Rob will reach out on welcome the new committee members.
 - ii. An email requesting volunteers for Board Membership will go out soon. Rob suggested the creation of a nominating committee for the new board member candidates. Casey, DJ, and Keith volunteered.
 - iii. Welcome baskets have not been sent to new homeowners in The Ridge since last summer. Mark will provide a list of new homeowners to DJ so that the board representative can drop by a welcome basket.
 - iv. Upcoming community engagement events:
 - 1. Annual Garage Sale; July 13th, 2024
 - 2. National Night Out; August 6th, 2024
 - 3. Annual Meeting; July 17th, 2024
- e. Roofing Committee; there will be a neighborhood roofing survey completed in the spring.
- i. During the last board meeting, it was suggested to request an acknowledgement from each owner for receiving / reviewing the Community Rules. It was agreed that the rules should be sent out at least annually. After reviewing a digital acknowledgement solution, it was determined that it would create too many problems and additional costs, so it was abandoned.
- f. Special Attention Item:

- i. The Board voted on the two pending, appealed violations for failure to submit an Architectural Application as outlined in the rules. Based upon the evidence provided by each homeowner, the fines for each violation were maintained at \$500.
 - ii. Rob drafted appeal process for rule violations, and an internal recording and communications process. Both were adopted. Notice will be provided to homeowners for the HOA Rules modification.
 - iii. In light of the newly adopted appeal process, the Board decided to provide a one-time reduction in-lieu of a formal appeal to each of the two pending homeowner for their fines. A letter will be drafted to each homeowner.
- g. Rob provided the Board Member expectations from 2021.

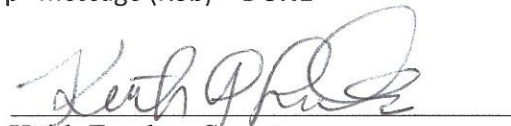
VI. Meeting Adjourned at 8:52 PM

VII. Next Board Meeting scheduled for: March 13th at 6:30 PM.

ACTION ITEMS:

1. Invite & welcome RB to A&L Committee (Rob) – **DONE**
2. Invite & welcome CB to Safety & Security Committee (Casey) – **DONE**
3. Award Tree Cutting Contract (Rob/Mark) - **DONE**
4. Put Events & Board Meetings on Website Calendar (Rob) – **DONE**
5. Contact FW Public Works Dir for Curbing Update (Rob) – **DONE**
6. On March 1, send Blast for Interest in Board Membership (Rob) – **DONE**
7. See Homeowner about Pocket Park Bench (Rob) – **DONE**
8. Draft & Circulate Final Violation Letters (2) (Casey) –
9. Send Out Blast on Adopted Violations Appeal Process (Rob) – **DONE**
10. Get List of New (since July '23) Homeowners (Mark) – **DONE**
11. Organize the Delivery of Welcome Baskets (DJ) -
12. Work with EarthTech on Irrigation System Repairs (Rob) – **DONE**
13. Get GeoTech Report on Tennis Court Soils (Mike) – **DONE**
14. Plant Boxwood Shrubs at 3rd Ave. Monument (Derek) – **DONE**
15. Request Earthtech bid for mulch around the monuments, etc. (Mark) – **DONE**
16. Request Earthtech bid for repair of the damaged brick column (Mark) – **DONE**
17. Request Earthtech bid to remove sod and add mulch around trees (Rob) – **DONE**
18. Draft & Send Yard "Spring Clean Up" message (Rob) – **DONE**

Minutes Approved: March 13, 2024


Keith Franke, Secretary